

**NORTH CAROLINA COMMISSION ON MENTAL HEALTH,
DEVELOPMENTAL DISABILITIES AND SUBSTANCE ABUSE SERVICES**

Advisory Committee Minutes

**Holiday Inn North
2805 Highwoods Boulevard
Raleigh, NC 27604**

Thursday, January 18, 2007

Attending:

Marvin Swartz, MD, Clayton Cone, Dorothy Rose Crawford, Judy L. Lewis, Emily Moore, Tom Ryba, Carl Shantzis, Ed.D., CSAPC, Floyd McCullouch

Ex-Officio Committee Members:

Bob Hedrick

Excused:

Laura C. Coker, Martha Macon, Mary Kelly, Ann Forbes

Division Staff:

Steven Hairston, Denise Baker, Marta T. Hester, Andrea Borden, Jacquelyn Harrison, Markita Keaton, Leesa Galloway, Monica T. Jones, Michelle Edelen, Sheila Bazemore

Others:

Traci LaLiberte, Holly Riddle, Claire Szaz, Chris Egan, Pheon Beal, Larry Swabe, John Crawford, Roger Shackelford, Pamela Gobel, Missy Jones

Handouts:

Mailed Packet:

1. January 18, 2007 Advisory Committee Agenda
2. October 18, 2006 Draft Advisory Committee Minutes
3. Workforce Development Work Plan
4. Workforce Development Subcommittee Minutes (Date & Information, Governance, Professional & Direct Support Staff and Ad-Hoc Subcommittee on Regulatory Matters)
5. PDF Attachments from the October 18, 2005 Advisory Committee Meeting
 - NC Division of MH/DD/SAS Brochure entitled "*Advocacy and Customer Service, People Working Together*"
 - Communication Bulletin #059 on Session Law 2006-142, House Bill 2077
 - Local CFAC Summary Report
 - State CFAC Membership List
 - State CFAC Representation as of October 5, 2006

- Presentation entitled, *“Implications for Local Consumer and Family Advisory-Committees”*
- Presentation entitled, *“Workforce Development Planning for Direct Support Professionals”*
- Presentation entitled, *“Quality Support: A Prospectus to Strengthen the Direct Support Professional Workforce in North Carolina”*

Additional Handouts:

1. NC Licensing Boards and Licensed Professionals
2. Workforce Development: Proposed Focus Group Sites
3. North Carolina on Population Growth, 2000-2010
4. Data Request Form (Data and Information Subcommittee Handout)
5. Presentation entitled, *“North Carolina Commission on Workforce Development: North Carolina: The State of Minds”*
6. Handout on North Carolina Commission on Workforce Development State of the Workforce: Strategic Policy Issues
7. Information Packet on North Carolina Community College System, Economic and Workforce Development Division

Call to Order:

Chairman Marvin Swartz called the meeting to order. The starting time of the meeting was delayed due to inclement weather.

Dr. Swartz asked the Commission members, Ex-Officio Committee Members, Division Staff and visitors to introduce themselves. Dr. Swartz reviewed the day’s agenda and the minutes from the October 18, 2006, Advisory Committee meeting were approved without any changes.

Steve Hairston, Chief, Operations Support Section, NC Division of Mental Health, Developmental Disabilities, and Substance Abuse Services (MH/DD/SAS) asked the committee members to officially adopt the Workforce Development Work Plan. The plan was previously presented at the October meeting. The plan was unanimously adopted by the Advisory Committee.

Each of the four subcommittees presented an update on their activities to the full Advisory Committee. Tom Ryba, the Chair of the Governance Subcommittee, presented a power point slide on the Purpose, Mission and Vision statement (located on pages 171-172 of the January 17-18 Commission Packet).

Dr. Swartz raised a question about using the term “professional” to refer to the entire workforce. The committee members suggested deleting the term “professional” and using the term “workforce.” After much discussion, Mr. Hairston recommended that the Purpose, Mission, and Vision Statement should be an agenda item at the next full commission meeting on February 15, 2007 to help finalize the language.

Steve Hairston provided an update on the focus group activities to be completed by his subcommittee and the respective timeline (pages 180-181 of the January 17-18, 2007 Commission Packet). As part of his presentation, the Professional and Direct Support Subcommittee distributed a handout on the Workforce Development: Proposed Focus Group Sites.

Discussion followed on the North Carolina Council of Development Disability's role to initiate focus groups for persons with developmental disabilities. The issue was raised that a budget should be developed to examine the cost associated with holding focus groups. Division staff will explore the cost of the focus groups and develop a preliminary budget.

Clayton Cone, the Chair of the Data and Information Subcommittee discussed some of the information that his subcommittee was compiling. The subcommittee also disseminated two handouts: a chart on the North Carolina Population Growth (2000-2010) and a Data Request Form. The subcommittee informed the Advisory Committee that the Data Request Form should be utilized by the Advisory Committee and subcommittees to request information or to make a research request related to the Workforce Development Plan initiative.

Denise Baker, the Co-Chair of the Ad-Hoc Subcommittee on Regulatory Matters provided an update on the subcommittee's work on behalf of Dave Richard, who was absent from the meeting.

Ms. Baker discussed the questions the subcommittee will be addressing (pages 183-184 of the January 17-18, 2007 Commission Packet). Ms. Baker also discussed the handout on NC Licensing Boards and Licensed Professionals. Dr. Carl Shantzis recommended that Licensed Substance Abuse Counselor and other substance abuse professionals licensed by the North Carolina Substance Abuse Professional Practice Board be added to the this document.

Ms. Baker further advised that the subcommittee was examining the service definitions and the services available through the Community Alternatives Program for Persons with Mental Retardation/Developmental Disabilities (CAP-MR/DD) for licensure requirements related to the provision of MH/DD/SA services. Dr. Swartz questioned whether this examination will also include the NC Division of Medical Assistance definitions and training requirements. Ms. Baker responded that they have not been included at this time.

Following the subcommittee updates, the subcommittees went into their respective breakout sessions until they adjourned for lunch at 12:15.

During the afternoon session, Roger Shackelford, the Executive Director of the NC Commission of Workforce Development for the NC Department of Commerce, gave a presentation to the Advisory Committee on an overview of his department's workforce commission (handout attached).

Mr. Shackleford explained that the NC Department of Commerce is the key department in NC state government that leads the effort to address workforce related issues. The state agency works with the twenty four (24) local workforce development boards which are comprised of single-county and multi-county boards. This effort is funded through the Workforce Investment Act, which funnels eighty million for local development efforts. He further advised that at the local level, there are two types of customers: 1.) people seeking employment opportunities; and 2) companies looking for employees.

Mr. Shackleford also discussed the role and composition of the NC Commission on Workforce Development, the Commission Strategic Plan, and the National Governor's Association Policy Academy on Sector Strategies. In his discussion, Mr. Shackleford explained that North Carolina is one of five states invited to implement a sector strategy around allied health.

Dr. Swartz questioned whether there are indeed positions within mental health and substance abuse services that are considered to be part of allied health. Mr. Shackleford responded that yes that is the case. He also reviewed a handout on North Carolina Commission on Workforce Development State of Workforce: Strategic Policy Issues (handout attached). While he advised that the larger cities are thriving economically, outside those areas in rural and small communities, there have been substantial layoffs resulting from workers in tobacco, textiles, and furniture. Another significant factoid from his handout, indicated that approximately 40% of new jobs within the next decade will only require short-term on-the-job training; thus, becoming low wage entry level jobs. Mr. Shackleford advised that this raises the questions of how does one put forth a career ladder?

Both Holly Riddle, the Executive Director of the North Carolina Council on Developmental Disabilities, and Bob Hedrick, the Executive Director of the NC Providers Council, advised that they are seeking further direction about how to establish a partnership with the workforce commission.

Mr. Shackleford concluded his presentation by responding to issues raised by Dr. Swartz regarding shortages within the mental health workforce. He advised that the challenges of this particular sector should be exposed to those who can help and that the workforce issues that cut across health care should be identified first, followed by those that are unique only to mental health.

Pam Gobel, the Director of Career Readiness Certification from the NC Department of Community Colleges, spoke on behalf of Stephanie Deese, the Director of Workforce Initiative, who is also within that department. Ms. Gobel discussed the numerous resources available to aid North Carolina's workforce within the community college system (handout attached).

There being no further business, the meeting adjourned at 2:55pm.